

- ADDENDUM No. 1 -

ADDENDUM No. 1 – 10 Pages March 10, 2023

ON-CALL ARCHITECTURE & ENGINEERING DESIGN CONSULTING SERVICES FOR MULTIPLE FACILITIES / LOCATIONS OPERATED AND MAINTAINED BY NJSEA

This Addendum is used for the purpose of amending the February 28, 2023 Request for Qualifications (RFQ) as identified below and is hereby made part of said RFQ to the same extent as though it were originally included therein. This Addendum makes the following changes and clarifications to the RFQ Documents:

I. RFQ Section

- 1) **RFQ Section III, Article 2.4,
Minimum Insurance Requirements
Umbrella / Excess Liability,
Page 16**

Delete: "\$10,000,000"

Add: "\$5,000,000"

- 2) **RFQ Section III, Article 3.1
Selection Process and Evaluation,
Page 17**

Add:

"If a Respondent is selected for interview / presentation participation, the NJSEA, at NJSEA's sole discretion, may permit certain Respondent Team Member interview / presentation participation. If certain Respondent Team Member participation is permitted by the NJSEA, said Respondent Team Member participation may not include Respondent Team Members of the same discipline."

- 3) **RFQ Section IV,
Article 2.1,
Page 20**

Delete:

~~"To ensure a fair and competitive process, each Respondent Team Member, Proposed Key Personnel, other Respondent Team Member and their respective affiliates are prohibited from participating, in any capacity (including, without limitation, as advisors or Consultants), on more than one Respondent team during the course of the procurement process without the prior written consent of NJSEA (in its sole discretion). A violation of this rule may result in the disqualification of the Respondents from participating in the procurement."~~

- ADDENDUM No. 1 -

Add:

"Respondents may propose Respondent Team Members who are Respondent Team Members for other Respondents within their RFQ Response. Additionally, Respondents may propose multiple Sub-Consultant firms of the same discipline such as MEP / Civil firms."

- 4) **RFQ Section IV,
Article 4.1.11,
Financial Capabilities,
Page 28**

Delete:

~~"If a Respondent comprises multiple Respondent Team Members, provide the last three (3) years of Audited Financial Statements and other documentation with respect to one or more Respondent Team Members that demonstrate the overall financial strength and capabilities of the Respondent team. If the financial strength of only one Respondent Team Member is being relied upon, describe joint and several liability arrangements among the Respondent team."~~

- 5) **RFQ Section IV, Article 4.1.4.1
Respondent Team Identification,
Introduction,
Page 24**

Add:

"Architecture Firm Respondents who are not performing Civil and/or MEP services in-house must include proposed Respondent Team Members for Civil and/or MEP services within their RFQ Response. Other potential design disciplines are not required and will not be evaluated as part of the RFQ Response."

- 6) **RFQ Section IV, Article 4.1.4.1
Respondent Team Identification,
Page 24**

Add:

"4.1.4.1.4 Architecture firm Respondents proposing Respondent Team Members as future MEP / Civil Subconsultants must identify said Respondent Team Members within the RFQ Response. Specialty Subconsultants (if any) will be addressed within future Mini-Solicitations."

- 7) **RFQ Section V,
Affirmative Action EEO
Page 63**

Add:

Exhibit A – Mandatory Equal Opportunity Language – 2 Pages (attached).

- ADDENDUM No. 1 -

II. RESPONDENT QUESTIONS & NJSEA RESPONSES

<u>No.</u>	<u>Question</u>	<u>Responses</u>
1	Regarding RFQ Section IV, Article 2.1 on page 20, could you please clarify the exclusivity required for respondents? If a firm is a sub-consultant on one team, can they also agree to be a sub-consultant on another team?	Refer to the text changes to RFQ Section IV, Article 2.1 noted within this Addendum.
2	Can you share an attendance list for teaming up purposes?	The March 7, 2023 attendee is included as part of this addendum.
3	Is the intent for NJSEA to select all cost estimating individually or to represent it under an architect or engineer?	Depending on the future Task Order Solicitation, cost estimating may be included as part of the scope of services.
4	Is there a SBE or M/WBE goal?	<p>The NJSEA maintains overall 25% participation goals for entities having SBE, MBE, WBE, ESBE, DBE State of NJ certifications and 3% participation goals for entities having VOB or DVOB State of NJ certifications. These overall goals are evaluated cumulatively for all NJSEA contracts.</p> <p>Because of the unknown nature of future Task Order Solicitation project types, sizes and complexities, this procurement does not specify minimum, or any, SBE, MBE, WBE, VOB, DVOB, ESBE, DBE participation goals for responsiveness.</p> <p>However, NJSEA may consider these factors for evaluation consistent with the codified objectives published by the State of New Jersey.</p> <p>A SBE, MBE, WBE, VOB, DVOB, ESBE, DBE RFQ participation Response Plan will be included as a Response Deliverable and further described in Addendum No. 2.</p>
5	If a M/WBE firm responds as a prime, can they count themselves towards the M/WBE goal?	See Response to Question 4.
6	Can you confirm that the Architect's submission has to include full sub-consultant service with team members that are not submitting as separate engineer's submission?	See RFQ Section IV, Article 2.2.
7	Can we include a sub-consultant who is submitting individually as well?	See response to Question 6.

- ADDENDUM No. 1 -

<u>No.</u>	<u>Question</u>	<u>Responses</u>
8	Can you repeat the types of solicitations that can be expected?	Please refer to the RFQ.
9	Should the architecture teams include IT infrastructure, Security, fire alarm on their teams.	Please see the additional text added to RFQ Section IV, Article 4.1.4.1 and 4.1.4.1.4 as part of this Addendum.
10	Can the NJSEA share the recording, transcript, and/or slides from the Video Conference Meeting?	Digital material from the March 7, 2023 RFQ Conference will not be shared.
11	Will there be any flexibility with regard to the \$10MM umbrella requirement based on size of project? Will \$5MM suffice for small to medium sized MEP projects?	Refer to the text modifications made to RFQ Section III, Article 2.4 as part of this Addendum.
12	The required Umbrella/Excess Liability Coverage of \$10,000,000 per occurrence is significantly higher than what we currently carry. Would this requirement be reconsidered?	See Response to Question 11.
13	Could you please clarify If you will accept a lower Umbrella /Excess Liability limit? \$10M is higher than normal - our normal amount is \$5M. If we match all the other requirements for Commercial, Automobile and Workers Comp, can the \$10M be reduced?	See Response to Question 11.
14	RFQ Page 28, Section IV, Article 4.1.11 – Financial Capabilities: 1. Will financial statements not prepared by an independent Certified Public Accountant meet this requirement? 2. Must subconsultants submit financial statements if submitting as a Respondent Team Member?	1. No. 2. No. Please refer to the text modifications to RFQ Section IV, Article 4.1.11 above.
15	Is it necessary to submit audited financial statements for each Respondent Team Member or only in the case of a Joint Venture or other similar agreement?	See Response to Question 14.
16	RFQ Page 27, Section IV, Article 4.1.9 – Team Experience: 1. Is there a minimum or maximum on the number of examples?	If the Respondent is providing Team Experience, there is no minimum or maximum on the number of Team Experience examples pursuant to RFQ Section IV, Article 4.1.9
17	RFQ Page 11, Section II, Article 3.1.1 – Comprehensive Design Services 1. Are architecture firms submitting as a prime consultant (Comprehensive Architectural Design Services) required to provide a complete Subconsultant team for each category listed in Section 3.1.1?	Please see the additional text added to RFQ Section IV, Article 4.1.4.1 and 4.1.4.1.4 as part of this Addendum.

- ADDENDUM No. 1 -

<u>No.</u>	<u>Question</u>	<u>Responses</u>
18	RFQ Page 20, Section IV, Article 2.3 1. Does article 2.3 in Section IV apply to architecture-only respondents also. For example, can an architectural firm submit as an Architectural Respondent AND as an architectural respondent team member on another submission	RFQ Section IV, Article 2.3 applies to firms that offer both architectural and engineering services. It is not contemplated under this RFQ that an architectural firm will be a Subconsultant to any Respondent.
19	As the prime, we are considered the Respondent. We will be including Subconsultants to provide engineering and other disciplines. Does this make us a "Respondent comprised of multiple team members" for the purposes of submitting qualifications or would that only be in the case of a Joint Venture or other similar agreement?	This question does not correctly quote the RFQ. Respondent, Respondent Team Member, and Prime Consultant are defined pursuant to RFQ Section I, Article 2. Respondents that cannot perform all services in-house will likely require Respondent Team Members for RFQ responsiveness. See the additional text added to RFQ Section IV, Article 4.1.4.1 and 4.1.4.1.4 as part of this Addendum. Joint Ventures are permissible but not required. Proposed Joint Venture Response requirements are included in the RFQ.
20	Are we expected to provide a company Organization Chart for each Respondent Team Member or would it be sufficient to include a single Organization Chart for the team responsible for the proposed work?	Refer to RFQ Section IV, Article 4.1.5 and 4.1.6.3 for Organizational Chart Requirements.
21	On the Experience Affidavit, should we ignore the phrase "and during which the products specified herein were used" since this is for professional services?	No.
22	Should the Disclosure of Investigations Form be included in section 8. Legal Matters?	No. Required RFQ Forms and Acknowledgements shall be submitted pursuant to RFQ Section IV, Article 4.

III. ADDENDUM DOCUMENT SUMMARY

- 1) **March 7, 2023 RFQ Conference Attendee List** – 3 pages
- 2) **Exhibit A – Mandatory Equal Opportunity Language** – 2 pages

-----**END of ADDENDUM NO. 1**-----

NJSEA - PS-083 - RFQ - ON-CALL ARCHITECTURE AND ENGINEERING CONSULTING SERVICES

MARCH 7, 2023 RFQ CONFERENCE ATTENDEE LIST

<u>Attendee</u>	<u>Firm</u>	<u>Email Address</u>	<u>Video Conference</u>
Frank Moore	ARMM Associates	fmoore725@gmail.com	
Richard Wilson	Axias Inc.	rwilson@axiasinc.com	POC
Joseph Fishinger	Bright View Engineering	jfishinger@bvengr.com	POC
Michael J. Hanrahan	CCHNJ	mhanrahan@cchnj.com	
George Hibbs	Clarke Caton Hintz	ghibbs@cchnj.com	
Sharon L. Moore	Clarke Caton Hintz	smoore@cchnj.com	POC
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NJSEA - PS-083 - RFQ - ON-CALL ARCHITECTURE AND ENGINEERING CONSULTING SERVICES

MARCH 7, 2023 RFQ CONFERENCE ATTENDEE LIST

<u>Attendee</u>	<u>Firm</u>	<u>Email Address</u>	<u>Video Conference</u>
Eileen Della Volle	KS Engineers	edellavolle@kseng.com	POC
Kelly Anderson	KS Engineers	kanderson@kseng.com	
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John Speer	NJSEA	JSpeer@njsea.com	
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Andrew Wilson	O & S Associates	awilson@oandsassociates.com	
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Michael Cohen	PS & S	mcohen@psands.com	POC
Mark Getsinger	Remington & Vernick Engineers	Mark.getsinger@rve.com	
Mark Hubal	Remington & Vernick Engineers	Mark.Hubal@rve.com	

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<u>Attendee</u>	<u>Firm</u>	<u>Email Address</u>	<u>Video Conference</u>
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Noel S. Musial	The Musial Group pa Architecture	nsmusial@themusialgroup.com	POC

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L.1975, c.127)

N.J.A.C. 17:27-1.1 et seq.

GOODS, GENERAL SERVICES, AND PROFESSIONAL SERVICES CONTRACTS

During the performance of this contract, the consultant agrees as follows:

The consultant or sub-consultant, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the consultant will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal employment opportunity shall include, but not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided to the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The consultant or sub-consultant, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the consultant, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The consultant or sub-consultant will send to each labor union, with which it has a collective bargaining agreement, a notice, to be provided by the agency contracting officer advising the labor union of the consultant's commitments under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The consultant or sub-consultant where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq. as amended and supplemented from time to time and the Americans with Disabilities Act.

The consultant or sub-consultant agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17:27-5.2.

EXHIBIT A (Cont.)

The consultant or sub-consultant agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The consultant or sub-consultant agrees to revise any of its testing procedures, if necessary, to assure that all personal testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the consultant or sub-consultant agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The consultant shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

1. Letter of Federal Affirmative Action Plan Approval, or
2. Certificate of Employee Information Report, or
3. Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at: http://www.state.nj.us/treasury/contract_compliance.)

The Consultant and its sub-consultant shall furnish such reports or other documents to the Division of Purchase and Property, CCAU, EEO Monitoring Program as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Purchase and Property, CCAU, EEO Monitoring Program for conducting a compliance investigation pursuant to N.J.A.C. 17:27-1.1 et seq.